

# HMAS Sydney II Memorial Advisory Committee

## Meeting Minutes

<b>Meeting Name</b>	HMAS Sydney II Memorial Advisory Committee	<b>Meeting No.</b>	3/2018		
<b>Meeting Date</b>	Monday 7 May 2018				
<b>Meeting Time</b>	4.00pm to 5.00pm				
<b>Venue</b>	City of Greater Geraldton Civic Centre, Committee Meeting Room				
<b>Attendees</b>	Cr Natasha Colliver	Chair Person	<b>Apologies</b>	Ian Holthouse	Naval Association
	Cr Lewis Freer	Councillor		Spike Jones	Naval Association
	Don Rolston	Warden		David Emery	Manager, City
	Trevor Ralph	Voluntary Guides		Ross McKim	CEO, City
	Stephen Butler	RSL	<b>Distribution</b>	All Committee Members	
	Trevor Beaver	Rotary		All Proxies	
	Chris Lee	Director, City		City Chief Executive Officer	
	Dylan James	A/Manager, City			
	Maya Engstrom	Support Staff, City			
	Ebony Enright	Support Staff, City			

### 1. WELCOME & APOLOGIES

Deputy Chair Colliver opened the meeting at 4.08. Apologies were noted as above.

### 2. MINUTES OF PREVIOUS MEETING

#### **Committee Recommendations:**

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 12 February 2018 as previously circulated, with the inclusion of the pre-ambles as an attachment, be adopted as a true and correct record of proceedings.

**Moved:** Steve Butler **Seconded:** Cr Freer

RECOMMENDED that the minutes of the Special HMAS Sydney II Memorial Advisory Committee meeting held on 18 April 2018 as previously circulated, be adopted as a true and correct record of proceedings.

**Moved:** Cr Freer **Seconded:** Trevor Beaver

### 3. REVIEW AND UPDATE ACTION REGISTER

HMAS-037 – Stephen Butler has made contact with the Corvettes. To remain on register as 'Ongoing'.

HMAS-047 - Mark as complete

HMAS-048 – Mark as complete

HMAS-049 – Chris Lee provided update. This meeting cannot occur until designs are received from the Smith Sculptors. To remain on register as 'Ongoing'.

HMAS-050 – All present agreed to request the Chair forward letter on behalf of Committee thanking Hon Peter Tinley. Change responsibility to Chair. Remain on register as 'Ongoing'

HMAS-051 – Will be covered in Item 6 of this Agenda – General Business.

#### **4. CORRESPONDENCE**

##### **4.1. Incoming Correspondence**

Review and confirmation of incoming correspondence register.

*Email from Tourism Western Australia to be recorded as incoming correspondence.*

*Don Rolston's letter to City officers, and subsequent letter from Smith Sculptors to Don Rolston, be recorded as incoming correspondence.*

##### **4.2. Outgoing Correspondence**

Review and confirmation of outgoing correspondence

**Moved Trevor Beaver      Second Trevor Ralph**

#### **5. MEMORIAL COMMUNITY MANAGEMENT, MARKETING & PLANNING (ToR Item D)**

##### **5.1. Public Facilities Status Update**

Chris Lee provided update. Advised that City officers has spoken to the Smith Sculptors today, and confirmed the Committee can expect designs in mid-June as planned.

#### **6. GENERAL BUSINESS**

##### **6.1. The Stele – Report and Maintenance Update – *Chris Lee***

Chris Lee advised City officers had engaged a structural engineer to conduct a visual inspection and investigate the condition and maintenance of the Stele. No significant issues identified however, based on the report City officers will develop a Maintenance Schedule for the Stele over the next twelve months.

Don Rolston voiced some concerns as to the soundness of the base of the Stele. Recommended that the base of the structure be tested further for metal fatigue.

ACTION: Chris Lee to investigate.

##### **6.2. Use of the HMAS Sydney II Memorial Image – *Don Rolston***

Concerns raised over the use of the Memorial image on the uniform of a local sporting group. Don Rolston read letter sent from City officers, to the Wonthella Bowling Club regarding use of the Memorial's image.

Don Rolston confirmed he had met with the President of the Wonthella Bowling Club Inc. to discuss the issue. Don confirmed he had also discussed the issue with the Smith Sculptors. Don read letter received from Smith Sculptors regarding the issue (Letter recorded in incoming correspondence).

##### **Committee Recommendation**

Agreed that the issue is unmanageable however, use of the Memorial's image must always be respectful. In this instance, the Committee has no objection to the use of the Memorial's image in this context.

**Agreed by Consensus**

##### **Proposal from Tourism Western Australia**

Discussed proposal received. The Committee does not have an issue in principal, with the proposal received from Tourism Western Australia. The enquiry is to be referred to City Officers as an operational issue.

ACTION: Dylan James to contact Tourism Western Australia regarding the proposed filming, and liaise with the City Communications Team.

##### **6.3. Seek support for correction of name on Memorial – *Dylan James***

##### **Committee Recommendation**

That the committee support the name correction be made as soon as possible.

**Carried by Consensus**

#### **6.4. Warden's Report – Don Rolston**

Don Rolston – All going well. A recent problem with the pump that was investigated by City officers and promptly rectified.

Don noted the Warden's appreciation for the great work and efforts of City officers and the respect that they have in their work at the Memorial. Acknowledged that the condition of the Memorial and surrounding grounds is a credit to the City.

#### **6.5. Rotary Report – Trevor Beaver**

Noted that minutes from each meeting of the Committee are distributed to Rotary members. Very happy to be moving in a positive direction.

#### **6.6. RSL Report – Stephen Butler**

Pleased can now report positive movement on the public facilities issue to the members of the RSL.

Has applied for permission to fly Australian White Ensign at the Memorial on 19 November and Anzac Day of each year. This was approved however, permission must now be sought for each occasion. Stephen Butler will take this responsibility for the RSL.

#### **6.7. Voluntary Tour Guides – Trevor Beaver**

Has been good numbers visiting the Memorial.

On Anzac day Lisa Bigelow, whose grandfather was lost on the HMAS Sydney II visited the Memorial. Lisa has written a fact/fiction book on the loss of the Sydney and the effect on those left behind. Details are on Voluntary Tour Guides Facebook page.

### **7. NEW BUSINESS**

**7.1.** Cr Freer raised that wording of the introduction to the Memorial on the Wall of Remembrance has not been updated since the HMAS Sydney II was found. Warden Don Rolston can raise with the Smith Sculptors when they visit Geraldton.

### **8. DATE OF NEXT MEETING**

Date of next meeting to be advised. Anticipated in June after designs are received from Smith Sculptors.

### **9. CLOSE**

Meeting declared closed at 5.07pm.